



**Embassy of the United States of America
Khartoum, Sudan**

Work Statement

Moving Services: SSU40013Q0013

PURPOSE:

The United States Embassy Khartoum Sudan is establishing a new residential complex (The Presidential Villas- in Garden City). The Embassy will be required to move household effects from previous U.S residential houses, mostly located in Taife, Mansheeya , Gereif, Riyadh, and Khartoum 2 during May, June and July 2013 .The local move consists of house hold furniture, appliances, kitchen items, etc.

SCOPE OF SERVICES:

The Contractor shall provide all necessary personnel, supervision, packing materials, moving supplies, equipment and special trucks to efficiently move the household effects.

Services will include planning, pick up and loading of property, transporting to the Presidential Villa compound , delivering property to the designated room, and positioning at the new location. In addition, padding and packing/crating of certain items, disassembly of property, moving of bulky and heavy items will be required.

The move plan shall:

- Describe materials, manner, and process for protection of facilities, including grounds, floors, carpets, doors, elevators, and walls.
- Include crane and describe building alterations needed for removal of heavy items from upper floors
- Describe packing materials, manner, and protection of items being moved.
- Describe method of handling and packing for fragile, electronic and bulky items.
- Specify number of trucks, number and types of personnel to be utilized (the final updated move plan will include specific names of personnel and vehicles)
- Emphasize safety requirements so that accidents or injuries do not occur
- Describe the Personal Protective Equipment provided to your staff
- Emphasize Liability & workers insurance policy

PRICING:

Per a fully loaded truck 3 tons